

RECORDING REQUESTED BY

WHEN RECORDED MAIL THIS DEED TO:

SPACE ABOVE THIS LINE FOR RECORDER'S USE

CERTIFICATE OF COMPLIANCE NO. _____
ADJUSTMENT PLAT NO. _____

() Unincorporated area: () City of _____

OWNER: _____

ADDRESS: _____

PHONE NO. _____

DATED: _____

SIGNATURE: _____

APPROVALS:

PLANNING DEPT.

ENGINEERING DEPT.

BY: _____

BY: _____

DATE: _____

DATE: _____

OWNER: _____

ADDRESS: _____

PHONE NO. _____

DATED: _____

SIGNATURE _____

MAP PREPARED BY: _____

ADDRESS: _____

PHONE NO. _____

R.E. NO. LS. NO. _____

Chapter 17.11

ADJUSTMENT PLATS

Sections:

- 17.11.010 Submittals
- 17.11.020 Adjustment Plats
- 17.11.030 Approval

17.11.010 Submittal

Any person desiring to adjust the boundaries between two (2) or more existing parcels, where the land taken from one parcel is added to an adjacent parcel, and where a greater number of parcels than originally existing is not thereby created, shall file an application for an adjustment plat with the City Engineer. The City Engineer shall refer a copy of the proposed adjustment plat to the Director of Planning and may refer copies of such plat to other departments and public agencies for review and comment thereon.

17.11.020 Adjustment Plats

A. Specifications

Adjustment plats shall be filed with the City Engineer in accordance with the following specifications:

1. The plat shall be drawn on a form provided by the City Engineer;
2. The plat shall be drawn legibly to an engineer's scale (e.g. one inch equals 100 feet). It shall be done with drawing ink only;
3. All parcels proposed to be adjusted shall be shown, including all contiguous property within the same ownership which is not a separate legal lot;
4. Each plat shall show not more than a total of four parcels. Additional applications and appropriate fees must be submitted if more than four parcels are involved;
5. The adjustment plat shall be prepared by a California registered civil engineer or California licensed land surveyor.

B. Required Information

Each adjustment plat shall contain the following information:

1. North point and scale of plat;
2. Name, address and telephone number of applicant, i.e., the person seeking approval of the adjustment plat;
3. Name, address, telephone number and signature of owner or owners, properly notarized on a separate sheet;
4. Name, address, telephone number of the engineer or surveyor who prepared the plat and his registration or license number;
5. The location, width and names, if any, of all existing streets and the location, width and purpose of all easements which lie within the exterior boundaries of the land containing the parcels whose boundaries are subject to the proposed adjustment;
6. The names of the owners be labeled within or adjacent to the parcels involved;
7. The existing boundary proposed to be relocated shall be shown as a dashed line and labeled "Existing Boundary";
8. The proposed boundary shall be shown as a solid line and labeled "Proposed Boundary";
9. Sufficient legal description of the land to define the boundaries of the ownerships involved and the Tax Assessor's parcel or parcels;
10. A small scale vicinity map;
11. The net area of each proposed lot;
12. The dimensions of each boundary of each proposed lot;
13. The location of all existing buildings and structures and their uses, the minimum distance between each building or structure and the boundary of the proposed lot within which it is situated;
14. A statement of the existing zoning and the proposed use of each lot;

15. A Lot Book Guarantee from a Title Company will be required for each parcel.

C. Additional Documents Required

1. A title report for the affected property;
2. Each adjustment plat for more than one owner shall be accompanied by grant deeds executed and acknowledged by owners for the transfer of property affected by the boundary adjustment. These deeds will be recorded simultaneously with the plat by the City;
3. A record of survey is required in order to assure proper recording of new boundary monuments resulting from the adjustment plat. The requirement for record of survey may be waived by the City Engineer;
4. Any other information that the City Engineer may require;
5. Fees as established by resolution.

17.11.030 Approval

- A. After said application for approval of an adjustment plat has been accepted as complete by the City Engineer, the City Engineer and Director of Planning shall approve or conditionally approve such plat if the adjustment plat does not:

1. Create any new parcels;
2. Include any parcels created illegally;
3. Impair any existing access or create a need for new access to any adjacent parcels;
4. Impair any existing easements or create a need for any new easements serving adjacent parcels;
5. Require substantial alteration of any existing improvements or create a need for any new improvements;
6. Adjust the boundary between lots or parcels for which a covenant of improvement requirements has been recorded and all required improvements stated therein have not been completed unless the City Engineer determines the proposed boundary adjustment will not significantly affect said covenant of improvement requirements;

15. A Lot Book Guarantee from a Title Company will be required for each parcel.

C. Additional Documents Required

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2. Each adjustment plat for more than one owner shall be accompanied by grant deeds executed and acknowledged by owners for the transfer of property affected by the boundary adjustment. These deeds will be recorded simultaneously with the plat by the City;
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 4. Impair any existing easements or create a need for any new easements serving adjacent parcels;
 5. Require substantial alteration of any existing improvements or create a need for any new improvements;
 6. Adjust the boundary between lots or parcels for which a covenant of improvement requirements has been recorded and all required improvements stated therein have not been completed unless the City Engineer determines the proposed boundary adjustment will not significantly affect said covenant of improvement requirements;

7. Cause the revised parcels to violate provisions of the General Plan, any specific plan, zoning ordinance or Building Code;
 8. Impair the ability of each revised parcel to be served by a sewer or septic system as determined by the City Engineer.
- B. The City Engineer and Planning Director may impose such conditions of approval to be satisfied prior to recordation of the adjustment plat as they find necessary to insure that the boundary adjustments involved are in full compliance with this title and chapter.
- C. In any case, where an adjustment plat is approved, it shall be reflected in a deed, record of survey, or certificate of compliance, which shall be recorded.